

BREVARD ACADEMY – A CHALLENGE FOUNDATION ACADEMY  
Board of Directors Regular Meeting  
August 16, 2017, 5:00 p.m. BA-CFA Gym

Vice Chair: Nick Iosue

Secretary: Zia McConnell

Members present: Adrienne Casteen, Ashleigh Dalton, Warren Alston

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The meeting of the Brevard Academy Board of Directors was called to order by the Chair at 5:00 p.m. A quorum was present.

### **Pledge of Allegiance**

#### **Welcome:**

Nick welcomed all on the first day of the 2017-2018 school year. A big thanks to Ted, Juli, Sharon, Tim, and all the staff who worked so hard to get the classrooms and building grounds ready for this school year.

Due to a change in Team CFA structure, we will have only one Team CFA rep on our board. We thank Jim Bishop for the time and work he provided us.

Also, Amy Knight has resigned from the Board.

#### **Approval of Agenda:**

**Motion:** A motion was made by Warren to approve the agenda with these changes: under New Business add Pest Control and amending of the bylaws for Team CFA rep changes. Also add the approval of the 8-9-17 Special Meeting minutes. Ashleigh seconded. Unanimous vote -- **Motion carried.**

#### **Approval of Minutes:**

**Motion:** A motion was made by Zia to approve the minutes from the August 9<sup>th</sup> Special Meeting. Ashleigh seconded. Unanimous vote -- **Motion carried.**

#### **Opportunity for public comment:**

None

#### **PTO: Aimee Bush, President**

##### Financials

- ! Kristin Blumquist's computer crashed, so getting the financials was tough.
- ! PTO is moving their banking to Ecusta Credit Union.
- ! There is about \$900 that has not cleared from helping with Field Day in June
- ! Per the PTO bylaws, \$1000.00 has to be kept in the account to have as base money for the following year. This will now be in a savings account.

##### Past & On-going Events/Committees

- ! August 3<sup>rd</sup> Back to School picnic and Consignment sale
  - 350 RSVPs for this event!
  - We got rid of old t-shirt/sweatshirt stock and made \$1000.00. We have reordered a bunch of shirts to have on hand for new families.

- ! Calendar
  - We met with Ted to coordinate the full calendar of events planned so that we are not overlapping
- ! Newsletter
  - We have started a newsletter called the “PTO Buzz”
- ! Meetings
  - We are going to try to alternate our meetings between mornings and evenings so that more parents might be able to participate
  - We hope to offer a virtual meeting option so that if a parent cannot physically be there, they can still join the meeting
  - We may change the Sep 16<sup>th</sup> meeting date to Sep 23<sup>rd</sup>.
- ! D.O.G.S.
  - Our treasurer’s husband (John Avery) is starting a “Dads of Great Students” sub-committee, which is a nationally based organization. We look forward to this group encouraging the dads to feel more, and be more involved in PTO projects.

**Financial report: Warren**

Warren stated that there are no budget amendments at this time. Acadia is working to close out the 2016-2017 budget. It will be finalized on 8/23 with the auditors.

**Director report: Ted Duncan**

Good News

- ! We received our planning allotment of \$800,287.00. This is approximately 34% of what we can expect. This would put our budget at \$2,335,122.00.

Enrollment

- ! We had 371 students in attendance today on the first day of school. We are expecting ~6 more, which brings our numbers to 377.

Grade	Current Enrollment	Students present on day 1
K	52	52
1	42	43
2	46	46
3	48	42
4	51	51
5	57	52
6	39	35
7	30	28
8	26	22
Total	391	371

- ! We had a great week of training for our staff with Core Knowledge and Singapore Math.
- ! Having the Back-to-School picnic on our OWN field was great!
- ! We had 30 children in afterschool today.

Academics

- ! Mr. Duncan attended the Office of Charter School Huddle to learn about upcoming programs and support for charter schools. This was very worthwhile, and next time a Board member should plan on attending with Ted.
- ! We are adding classroom guidance to the specialist rotation.

#### Advertising

- ! White Squirrel Radio--I completed the White Squirrel radio interview on August 3. Ted addressed our summer time plans and advertised that we are still enrolling.
- ! We advertised in the Transylvania Times and Henderson Times News the two weeks prior to school starting.
- ! We sent a second round of postcards to families in the surrounding areas.

#### Buses

- ! We had to replace some radiator hoses on Susan B. Anthony at a cost of \$650.00.

#### After-School

- ! We have added a fee to our Before School Care, but increased the hours from 7:00-7:25.

#### Safety

- ! Mr. Prey has updated our safety plan. This plan has been reviewed with all staff members.

#### Athletics

- ! Coach Jones attended the Athletic Directors meeting for our conference on Monday, August 14.

#### Community

- ! We will be partnering with the following organizations this year:
- ! Camplify--they offer free camp opportunities to families for no charge.
- ! Bridge to Well-Being--they offer adult/parent education classes at no cost.

#### Policies/Handbooks

- ! The Leadership Team and I have updated the Parent/Student Handbook.

#### **Team CFA report:**

- ! As mentioned previously, Team CFA is going through some restructuring and each school will now have one Team CFA board representative.
- ! The summer conference was a big success – We had 11 attendees including Ted, and Camy Stirling, Sonja Jenkins, and Crystal Holland presented sessions to all of the other Team CFA schools.

- ! We picked up some ideas that we are going to incorporate into our teacher orientation.
- ! The keynote speaker, Ron Clark, was fantastic.

**Committee reports:**

*Facilities: Adrienne Casteen*

- ! We have volunteers bringing in dirt and we are partnering with Squatch to build our bike pump-track.
- ! We are adding drainage to our soccer field. Having it built during a drought last year made it tough to know how it would drain, so now we need to have it worked on so that it drains properly.
- ! The sunshades are going up due to the help of some volunteers.
- ! We may have found some funding for pop-up shades.

*Fundraising: Ashleigh Dalton*

- ! No report

*Long Range Planning and Visioning: Zia McConnell*

- ! The 5-Year Rolling Strategic Plan was reviewed and discussed at the retreat, and once it has been updated, it will be available on the website.

*Board Development, Policies and Procedures: Adrienne Casteen*

- ! We have had three applicants for the Board: Coty Ferguson, Julie Gaston, and Lee Burgess.

**Motion:** A motion was made by Warren to approve the appointment of Coty Ferguson, Julie Gaston and Lee Burgess to the Board, effective September 6<sup>th</sup>, after background checks clear. Adrienne seconded. Unanimous vote -- **Motion carried.**

**Old business:** None

**New business:**

- ! Title 1:
  - The Board needs to state in the minutes that we authorize Mr. Duncan, the Director, to sign off on and submit the Title I grant application.  
**Motion:** A motion was made by Zia to approve that Mr. Duncan sign off and submit the Title 1 grant application. Ashleigh seconded. Unanimous vote -- **Motion carried.**
- ! Pest control contract:
  - Mr. Duncan is requesting that we contract with Pisgah Pest Control company for \$80/month.  
**Motion:** A motion was made by Adrienne to approve the contract for pest control with Pisgah Pest Control at \$80/month. Warren seconded. Unanimous vote - **Motion carried.**
- ! Compass Learning contract:
  - We need to renew Compass Learning contract at \$4,200.  
**Motion:** A motion was made by Adrienne to approve the renewal of our contract with Compass Learning for \$4200. Ashleigh seconded. Unanimous vote - **Motion carried.**

! Bylaw edits:

**Motion:** A motion was made by Zia to edit the bylaws to reflect the change in the number of Team CFA representatives on our board. Adrienne seconded.

Unanimous vote - **Motion carried.**

**Next Meeting:**

The next regular Board meeting will take place on Wednesday, September 13<sup>th</sup>, at 5:00 p.m. in the gymnasium at BA-CFA.

**Adjourn:**

**Motion:** Warren made a motion to adjourn. Zia seconded. Vote was unanimous.

**Motion carried.** Meeting adjourned at 5:51 p.m.